

Town of Lebanon  
Board of Historical Preservation for the  
Jonathan Trumbull Jr. House Museum, LLC

Minutes  
Special Meeting  
Friday, May 13, 2016, at 12:00 p.m.  
Town Hall, Upper Conference Room

Present: Pat Hedwall, Maggie McCaw, Tim Smith, Alicia Wayland

Absent: Sherri-Ann Martin, Leigh Hogan Ruckdeschel

Also present: Kathryn Hurley, Gilbane Company, owner's representative

1.0 In the absence of the chairman, Alicia Wayland, Secretary-Treasurer, called the meeting to order at 12:27 p.m.

2.0 Minutes.

2.1 Motion (Hedwall, McCaw) to approve minutes of April 15, 2016, special meeting approved unanimously.

3.0 Other Business.

3.1 Ms. Hurley reported that General Builders completed refurbishing the floor in the ell; and installed new floor in office. Lightning protection was installed by Northeast Lightning Protection, LLC. Items to do include punch list, install kitchen cabinets and light at bottom of stairs in house front entryway, staining sidewalk, and exterior sign.

3.2 Motion (McCaw, Hedwall) to authorize Kathryn Hurley, Gilbane Company, to negotiate C.O. with General Builders for installation of plaster anchors in attic room and to clean the exposed framework, the cost not to exceed \$300.00, passed unanimously.

Motion (McCaw, Hedwall) to authorize Kathryn Hurley, Gilbane Company, to negotiate C.O. with General Builders to repair the drainage at SE corner of foundation (increase splash box, build up ground with rock, extend pipe to take water away from building), the cost not to exceed \$200.00, passed unanimously.

3.3 Ms. Hurley said the sign is too close to the ground. She recommended decreasing height of the three panels held together by the 6'0 columns to increase visibility and protect from snow and tall plants. Motion (McCaw, Hedwall) to approve sign with the following changes: top panel, reduce from 41" to 36", middle panel reduce from 10" to 8", bottom panel reduce from 10" to 8". Motion passed unanimously.

3.4 Requisitions presented for approval by Ms. Hurley:

Motion (McCaw, Smith) to approve payment to General Builders of Requisition No. 2, dated 05/15/16, in the amount of \$21,308.50, funds to come from the balance remaining in the grant for Phase III Renovations received from the Adams Town Memorial Fund, and administered by the Lebanon Historical Society. Motion passed unanimously.

Motion (McCaw, Smith) to approve payment to Gilbane Company of Requisition No. 2, dated 5/13/16, for month of April, in the amount of \$2,943.99, funds to come from the balance remaining in the grant for Phase III Renovations received from the Adams Town Memorial

Fund, and administered by the Lebanon Historical Society. Motion passed unanimously.

Motion (Hedwall, McCaw) to approve payment to Gilbane Company of Change Order #3, dated May 13, 2016, in the amount of \$441.33 for the purchase of a Kenmore 45109 30" Electric Cooktop, funds to come from the balance remaining in the grant for Phase III Renovations received from the Adams Town Memorial Fund, and administered by the Lebanon Historical Society. Motion passed unanimously.

#### 4.0 New Business.

4.1 Motion (McCaw, Hedwall) to recommend Selectmen reappoint Candice Brashears as the part-time museum director for the 2016 season, at a salary of \$22.67 per hour for a maximum of \$7,934.50, for 350 hours of work, with no benefits or holidays/sick time, funds to come from the Jonathan Trumbull Junior house endowment fund, account #215-015-5110. Her duties include opening the museum on 22 weekends during the season, scheduling workshops and programs for weekend visitors, conducting occasional educational tours for school children and adults during the week, designing and setting up exhibits, and working on special projects under the direction of the board. Motion passed unanimously.

4.2 Motion (McCaw, Smith) to recommend the Selectmen hire Richard Chabot to provide cleaning service for the 2016 season, at a cost not to exceed \$600.00, funds to come from the Jonathan Trumbull Junior House endowment fund, account #215-015-5320. Motion passed unanimously.

4.3 Motion (Hedwall, McCaw) to recommend to Selectmen the reappointment of Leigh Hogan Ruckdeschel to the board passed unanimously. Her term ends 9-9-16.

4.4 Motion (McCaw, Hedwall) to approve payment of \$80.52 as our 1/4 share, along with DAR, SAR, LHS, of cost of \$322.10 to print new consortium brochure, funds to come from the Jonathan Trumbull Jr. House endowment fund, account #215-015-5210 passed unanimously.

4.5 LHS director Donna Baron reports that letterboxing trail featuring historic sites around the green is almost complete and will soon be publicized to attract visitors.

4.6 Septic system due to be pumped out in 2016, Selectmen will handle.

4.7 Working with Pride's Corner, the Lebanon Garden Club has come up with a plan for the pollinator garden. The board has concerns regarding huge full-grown size of some plants, crowding, likelihood plants will grow out of garden bounds, lack of early bloomers for insects that come out very early in spring, and lack of water source. The board asked Mrs. Hedwall, who is a very accomplished and knowledgeable gardener to discuss our concerns with Marie Reynolds, the garden club president.

5.0 Date of next meeting is regular meeting scheduled for May 24 at 4:00 p.m.

6.0 Motion (Hedwall, Smith) to adjourn passed unanimously. Meeting adjourned at 1:15 p.m.

Alicia Wayland, Secretary-Treasurer